



BOARD OF COMMISSIONERS' MINUTES

Tuesday, August 28, 2018, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:00 AM on August 28, 2018 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; and Executive Assistant, Natalie Bird.

County personnel present included Natalie Corman, Chuck Witmer, Hank Fifield, Travis Walker, Karri Hull, David Lomison, Kristen Simkins, Lee Sheaffer, Tom Martin, Bryan Sampsel, and Bill Browder.

Guests present included Marisa Vicere, Shayne Homan and Mike Grochalski.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, August 21, 2018 Board of Commissioners' meeting.

V. CHECK RUN

Commissioner Higgins reported the check of the week was to Jim's Italian in the amount of \$217.95. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$654,653.27 dated August 24, 2018.

VI. PROCLAMATIONS

- A. Proclamation 24 of 2018 – Marisa Vicere joined the Board to speak about events throughout Centre County to raise awareness for Suicide Prevention Month. On Tuesday, September 4, a suicide prevention rally will be held at the Courthouse Steps in Bellefonte and on September 10 the Jana Marie Foundation will host the sixth annual Evening of Hope, Healing, and Remembrance at the Millbrook Marsh Nature Center. Commissioner Dershem added that the Jana Marie Foundation does a

fantastic job of raising awareness and making sure the community has the resources they need. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim September 2018 as Suicide Awareness and Prevention Month and September 10, 2018 as Suicide Awareness and Prevention Day.

- B. Proclamation 25 of 2018 – Commissioner Pipe stated that each year the Board will highlight a lesser known illness, ailment or disease. Commissioner Higgins explained that gastroparesis is partial paralysis of stomach muscles and affects up to 4% of Americans. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim August 2018 as Gastroparesis Awareness Month.

VII. REQUEST FOR QUALIFICATIONS

- A. Controller – Controller Chuck Witmer was joined by Deputy Controller Hank Fifield and Internal Auditor Travis Walker for the opening of responses for the RFQ – Professional Auditing Services. This RFQ will aid in the selection of the County's official independent external auditor. This solicitation was a request for qualifications, so cost submittals are submitted in a separate sealed envelope and will be opened at a later public meeting after the qualifications have been reviewed. The following responses were opened by Chuck:

	Original	Copies	Cost Submittal
Maher Duessel	X	X	X
Boyer & Ritter LLC	X	X	X
Zelenkofske Axelrod LLC	X	X	X
RKL LLP	X	X	X
Baker Tilly Virchow Krause LLP	X	X	X

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table RFQ – Professional Auditing Services until September 4 for review – Dept. 125.

- B. Capital Projects – Margaret Gray requested that the Board table the contract award for the IFB – Sheriff's Office Roof Replacement pending the guaranteed energy savings contract with McClure Company – Dept. 971.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table the contract award pending the guaranteed energy savings contract with McClure Company.

VIII. ADMINISTRATOR'S REPORT

Margaret reported that the roof repair to the Willowbank Building has been completed under the guidance of Lee Sheaffer, Director of Facilities Management.

IX. CONTRACTS

- A. Human Services – Natalie Corman reviewed the following items for Aging and MH/ID/EI – D&A:
- i. Aging – Update to the By Laws of the Retired Senior Volunteer Program (RSVP) Advisory Council. The update clarifies committees, funding, and establishes another review in three years. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the RSVP By Laws to next week's Consent Agenda – Dept. 521
 - ii. MH/ID/EI – D&A – Contract renewal with Universal Community Behavioral Health/ The Meadows Psychiatric Center to provide mental health services including outpatient (psychiatric, clinical evaluation, medication visit, psychotherapy), mobile crisis intervention, and emergency services. The contract total is \$290,000, which is funded as follows: State \$276,631 and County \$13,369 for the period of July 1, 2018 through June 30, 2019. On a motion by Commissioner Higgins, seconded by commissioner Dershem, the Board voted at add the contract renewal with Universal Community Behavioral Health to next week's Consent Agenda – Dept. 561.
 - iii. Transportation – Dave Lomison presented the Consolidated Assistance Grant Agreement for Community Transportation Service Programs with the Pennsylvania Department of Transportation (PennDOT). This agreement is for shared ride services for seniors and persons with disabilities for the period of July 1, 2018 through June 30, 2019. This is state funded in the amount of \$509,000 with \$449,000 awarded for shared ride lottery and \$60,000 awarded for persons with disabilities. Transportation provides nearly 30,000 trips annually through these programs. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the grant agreement with PennDOT to next week's Consent Agenda – Dept. 531.
- B. Criminal Justice Planning – Karri Hull reviewed the 2018-2020 Intermediate Punishment/ Restrictive Intermediate Punishment/ Specialty Court Grant Award from Pennsylvania Commission on Crime and Delinquency (PCCD) in the amount of \$251,629 for the period of July1, 2018 through June 30, 2020. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the grant award from PCCD to next weeks' Consent Agenda – Dept. 306.

- C. Human Resources – Kristen Simkins presented a new contract with Power DMS, Inc. to provide software for the management of policies and online training. The contract total is \$21,700 for the period of August 28, 2018 through August 27, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with Power DMS, Inc. to next week's Consent Agenda – Dept. 114.
- D. MIS/RBA – Bill Browder presented a contract renewal for 911 CAD VM cluster, for the VMWARE licenses used in Emergency Communications. The contract total is \$1,082.59 for the period of August 24, 2018 through August 23, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with VMWARE to next week's Consent Agenda – Dept. 142.
- E. Planning
 - i. Liquid Fuels – Tom Martin requested the Board consider an application to PennDOT from Port Matilda Borough in the amount of \$40,000 for paving. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the liquid fuels application to PennDOT to next week's Consent Agenda – Dept. 411.
 - ii. Matt Milliron presented a recommendation to award Centre County Federal Fiscal Year 2018 Community Development Block Grant (CDBG) Entitlement Funds in the amount of \$272,552 to Unionville Borough for installation of a new water storage tank to replace two existing in-ground tanks. One tank was installed in the 1920's and the other in the 1940's with both having numerous deficiencies identified through a Department of Environmental Protection inspection. The total entitlement from the Department of Community and Economic Development (DCED) is \$332,462 with \$59,910 allocated for grant administration and \$272,552 allocated for project costs. A public hearing will be held on September 26 at 6:00 PM. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve award the CDBG Entitlement Funds with Unionville Borough and proceed with the public hearing. – Dept. 151.
 - iii. Bob Jacobs was joined by Shayne Homan and Mike Grochalski to review the performance based energy savings agreement with McClure Company to provide energy conservation services. Shayne provided some background on the McClure Company which was founded in 1953 based in Harrisburg. In 1996 they began providing energy conservation services. They have worked with public schools, multiple Pennsylvania counties, and state agencies. McClure Company contractually guarantees energy savings then performs a yearly audit, if energy savings were not met they compensate the County for the difference. Projects included in this contract are LED lighting, building envelope upgrades, Courthouse HVAC, Correctional Facility fluid cooler, hot

water, and kitchen rooftop unit; Willowbank air unit, fluid cooler upgrade, and boiler plant upgrade; Sheriff's Office heating and controls, roof and window replacement. Commissioner Dershem stated that some projects offer bigger returns than others, the LED lighting and Courthouse boiler, however they are all viable projects. This is the single largest investment in Centre County Energy in quite some time according to Commissioner Pipe, the projects may provide for temporary inconveniences but permanent improvements. The total project fee is \$4,888,741 which includes the Sheriff's Office roof replacement. That project will be further discussed with McClure before the contract is approved. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with McClure Company to next week's Consent Agenda – Dept. 151.

X. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve Consent Agenda items A-C.

- A. MIS/RBA – Contract renewal with Sage Technology Solutions to provide software and hardware support for the Shoretel system. The contract total is \$13,051 for the period of August 3, 2018 to August 2, 2019 – Dept. 142.
- B. Planning
 - i. Memorandum of understanding (MOU) for the final land development plan – Silcotek Manufacturing Facility Expansion; CCPCDO File No. 128-18. This proposal constitutes a final plan submission showing the proposed expansion of Silcotek's existing manufacturing facility consisting of a building footprint of 29,510 square feet and corresponding infrastructure to service the proposed land development activity, which is a continued use of their surface coating technologies for stainless steel, steel, alloys, glass and other materials. Located at the intersection of Penntech Drive (T-520) and Benner Pike (State Route 150) in the Benner Commerce Park in Benner Township – Dept. 151.
 - ii. Memorandum of understanding (MOU) for the final land development plan – Deerhaven Phase 2A; CCPCDO File No. 130-18. This proposal represents the next phase of the Deerhaven Subdivision, showing an additional eight (8) residential lots with corresponding infrastructure comprising a total of 4.173 acres. This subdivision is located along the northern boundary of Zion Back Road (T-461) and the eastern boundary of Trophy Way (T-371) serving the existing Deerhaven Subdivision, approximately one-mile east of the Zion Back Road intersection with State Route 64 in Walker Township – Dept. 151.

C. Human Services

i. Adult Services –

1. Contract with Housing Transitions, Inc. to provide emergency shelter services through their Centre House program. The contract total is \$73,640, which is State funded for the period of July 1, 2017 through June 30, 2018 – Dept. 501.
2. Addendum with Centre Helps to revise the contract total from \$87,284 to \$52,284, which is State funded, to reflect a six-month contract from January 1, 2018 through June 30, 2018 – Dept. 501.

ii. Children and Youth –

1. Contract renewal with Devereux Foundation to provide foster care/residential services for dependent/delinquent youth. The contract total is \$5,281, which is funded as follows: State \$3,169 and County \$2,112 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
2. Contract renewal with Affinity Forensic Services LLC to provide foster care services for dependent/delinquent youth. The contract total is \$41,447, which is funded as follows: State \$33,158 and County \$8,289 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
3. Contract renewal with KidsPeace National Centers, Inc. to provide residential/foster care services for dependent/delinquent youth. The contract total is \$1,616, which is funded as follows: State \$1,293 and County \$323 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
4. Contract renewal with YMCA of Centre County – State College to provide childcare services. The contract total is \$10,000, which is funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.

XI. DISCUSSION ITEMS

XII. RECOGNITION

XIII. C-NET REQUESTS

XIV. REPORTS - ANNOUNCEMENTS

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, AUGUST 28, 2018

PAGE 7

A. Voter Registration Report

Commissioner Dershem reported 107,740 registered voters in Centre County. The precinct of the week is Centre Hall Borough #6 with 730 registered voters. In the May Primary, there were 178 ballots cast for a 24.38% voter turnout.

B. Announcements

Commissioner Pipe announced that Centre County Government Offices will be closed on Monday, September 3, 2018 in observance of Labor Day.

XV. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XVI. PUBLIC MEETING SCHEDULE

Tuesday, August 28, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, August 30, 2018

Finance Committee Meeting – 9:00 AM – Room 146WB

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Board of Elections – 10:30 AM - Room 146WB

Retirement Board – 11:00 AM - Room 146WB

Tuesday, September 4, 2018

BOC Meeting – 10:00 AM - Room 146WB

Public Hearing: Salary Schedules of County Officers

and Jury Commissioners – 5:30 PM – Room 146WB

Thursday, September 6, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

CBICC State of the County – Nittany Lion Inn

Monday, September 10, 2018

Joint Town Hall with Bellefonte Borough – 7:00 PM – Courthouse Annex

Tuesday, September 11, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, September 13, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

XVII. BID / PROPOSAL SCHEDULE

Tuesday, August 28, 2018

Responses Opening: RFQ – Professional Auditing Services

XVIII. ELECTION ANNOUNCEMENTS

Tuesday, October 9, 2018

Last day to REGISTER before the November election.

Tuesday, October 30, 2018

Last day apply for a civilian absentee ballot.

Friday, November 2, 2018

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, November 6, 2018

GENERAL ELECTION

XIX. QUESTIONS FROM THE PRESS

- XX. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourned the meeting at 10:58 AM.

ATTEST:

Margaret N. Gray

Administrator